

MINUTES OF MEETING
Springfield-Sangamon County Regional Planning Commission
October 19, 2016

1. CALL TO ORDER.

Chairman Eric Hansen called the meeting to order at 9:32 AM.

2. ROLL CALL.

Molly Berns called the roll.

| JULY 2016 | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER | DECEMBER | JANUARY 2017 | FEBRUARY | MARCH | APRIL | MAY | JUNE |
|-----------|--------|-----------|---------|----------|----------|--------------|----------|-------|-------|-----|------|
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COMMISSION MEMBERS

Eric Hansen, Chairman
Val Yazell, Vice-Chairman
Larry Hamlin, Secretary
Mayor Jim Langfelder – K. Davis
Andy Van Meter – B. McFadden
Alderman Joe McMenamin
Alderman Andrew Proctor
Greg Stumpf - J. Stone
George Preckwinkle – C. Stratton
Leslie Sgro – E. McKinley
Frank Vala – R. Blickensderfer
Brian Brewer – F. Squires
Dick Ciotti – G. Humphrey
Jeff Vose
Kenneth Springs
Brad Mills
Bill Moss

Others

Staff

| | |
|-----------------|---------------|
| Molly Berns | Jordan Leaf |
| Peter Jordet | Emily Prather |
| Shannan Karrick | Norm Sims |
| Steve Keenan | Joe Zeibert |

3. MINUTES OF MEETING.

Chairman Hansen asked if there were any additions or corrections to the minutes of the September 21, 2016 Regional Planning Commission meeting. There were none. The minutes were accepted as mailed.

4. MINUTES OF THE EXECUTIVE POLICY BOARD.

Chairman Hansen stated that the Executive Policy Board will meet immediately following today's Regional Planning Commission meeting in Room 212, the Commission's conference room. The Board will address several important matters, including a review of the Commission's budget submission for the upcoming fiscal year.

Chairman Hansen reminded Commissioners that the Commission's Executive Policy Board is made up of the County Board Chair or his designee; the Mayor or his designee; all of the Regional Planning Commission's officers; the member at large which is Commissioner Brad Mills; and the representative of special districts which is Commissioner Vala or his designee which is Mr. Blickensderfer. Chairman Hansen noted that members of the Board, as well as their authorized designees should have received the agenda for the Executive Policy Board meeting as well as the budget briefing packet.

5. REPORT OF OFFICERS.

There was no report of officers.

6. REPORT OF THE EXECUTIVE DIRECTOR.

- A. New Staff Member** – Sims asked Commissioners to welcome Shannan Karrick, who began employment with the SSCRPC today. She is the new Senior Transportation Planner replacing Linda Wheeland who recently retired. Karrick previously had many years of service with the Illinois Commerce Commission working in the transportation industry and customer service area. She has experience in trucking and freight, regulatory rules and law, and data collection and analysis. Karrick has a degree in Transportation and Physical Distribution from Western Illinois University.
- B. Staff Member Certification** – Sims reported that Associate Planner, Brian Sheehan will soon be taking an exam to achieve national certification in GIS.
- C. Springfield Comprehensive Plan Update** – Sims stated that work on the Springfield Comprehensive Plan is going well. Sims noted that staff recently received weighted top lines from the Community Survey and said there are ways to do statistical adjustments for certain demographics to make sure they are adequately represented.

Sims reported that urban planning students from UIUC will be in the Planning Commission office on Friday. They will be working on a class project using Springfield to look at planning concepts.

Sims noted that between he and Molly Berns, all ward meetings were attended and that those meetings were well attended by residents in the community. Sims stated that Alderman McMenamin's ward meeting was well attended by residents and noted that Alderman

McMenamin knew all of the names of the neighborhoods in his ward.

Sims reported that staff will begin “Planning on the Plaza” soon. Staff members will set up an area on the Old State Capitol Plaza and encourage input/ideas from anyone on the plaza and allow them to use the new tool, “You Plan It”.

SSCRPC staff member, Jordan Leaf then gave a presentation on how to use the new app, “You Plan It”, where people can add their ideas (i.e., roads, trails, developments, businesses, etc.) to a map of Springfield. The app has a sharing widget which allows sharing on social media. Sims noted that staff will be monitoring the app in the SSCRPC’s e-map room and the city is setting up a website specifically for Comprehensive Plan use. The app may also be used in the future for Comprehensive Plan updates for Sangamon County and other small communities in the area. Sims encouraged Commission members to use the app. The app is available on the SSCRPC’s website, will soon be available on the city’s website and links from the SSCRPC’s Facebook page. Chairman Hansen asked if people had to register to use the app. Sims said no, that anyone can go into the system.

Alderman McMenamin asked if findings would be summarized. Sims said findings from the app, community survey, and data collected by “Planners on the Plaza” would be summarized and used by the Steering Committee as work begins on the land use portion of the update.

7. CORRESPONDENCE.

There was no correspondence.

8. PUBLIC HEARING.

There was no one who wished to address the Commission.

9. COMMITTEE REPORTS.

Land Subdivision Committee – There were no projects to be reviewed by the Planning Commission this month.

Sims noted that there has been a lack of projects to be reviewed by the Regional Planning Commission lately. He stated that it was not due to no development occurring, but changes in the City of Springfield’s Land Subdivision Ordinance that expedites the subdivision process and does not bring projects to the Regional Planning Commission for review. Sims then asked Joe Zeibert to address the Commission regarding this issue.

Joe Zeibert stated that changes were made to the city’s Land Subdivision Ordinance in 2012. The changes affected two items that usually came through the Regional Planning Commission. The first item affected was a large scale development plan. A large scale development plan is required when a principal structure is located on a parcel greater than 5 acres or when multiple principal structures are located on any size parcel. Prior to 2012, all large scales went to the Land Subdivision Committee who made a recommendation to the Regional Planning Commission who then made a recommendation to City Council. Since the changes have been made, large scale development plans go to the Land Subdivision Committee who makes a recommendation to City Council. Recommendations of the Land Subdivision Committee no longer go to the Regional Planning Commission, but directly to City Council. The only reason why a large scale might be reviewed by the Regional Planning Commission is because a

variance request may be needed. All variance requests must be acted on by the Regional Planning Commission. He noted that there were 21 large scale development plans reviewed by the Land Subdivision Committee during the period of 2013 -2016, which no longer require review by the Regional Planning Commission. The second item that was affected by the ordinance changes involved site development plans. Site development plans were required for all developments involving a shared access easement. The developments along the ring road of the mall would be an example of when site development plans would be required. The site development plan provided a coordinated review of the development that not only involved the shared access drive, but all of the necessary improvements required such as building location, parking and sidewalks. After the changes in 2012, a site development plan is not required if the access easement is platted through the subdivision process. Construction details are dealt with at the construction phase, which is approved by the Office of Public Works. Since 2013, there have only been one or two site development plans submitted for review. Since 2011, there have been 16 site development plans submitted for review.

Sims noted that the city changed its ordinance, the county did not. He stated that development is going on in the area. The city just expedited the process with the Regional Planning Commission no longer reviewing large scale development plans.

Zeibert stated that the Regional Planning Commission currently reviews: (1) location & sketch maps which are the first phase of development; (2) preliminary plans; and (3) variance requests. Alderman McMenamin noted that the summary was excellent and asked if the summary could be put in writing. Sims asked if Land Subdivision Committee agendas are sent to Commissioners. Zeibert believed that they were. Zeibert said projects the Regional Planning Commission reviews are put on the project locator which is located on the SSCRPC's website.

10. UNFINISHED BUSINESS.

There was no unfinished business.

11. NEW BUSINESS.

There was no new business.

12. SPECIAL ANNOUNCEMENTS.

Sims again reminded Executive Policy Board members of the meeting to be held in the SSCRPC's conference room.

13. ADJOURNMENT.

There being no further business, Roger Blickensderfer moved to adjourn. Frank Squires seconded the motion and the meeting adjourned at 9:53 AM.

Respectfully Submitted,

MJN

Mary Jane Niemann
Recording Secretary